

KING CONSERVATION DISTRICT

Board of Supervisors

Meeting Minutes

April 11, 2001

Supervisors Present: Bill Niccolls, Chair, Scott Wallace, Vice Chair, Lynn Sullivan, Secretary/Treasurer, Max Prinsen, Member, Nancy Hansen, Member (arrived 6:17 PM).

Associate Supervisors Present: Pat O'Hanley.

Guests Present: John Kerwin, Washington Conservation Commission

Staff Present: Geoff Reed, Marla Hamilton Lucas, Brandy Reed

NRCS Staff Present: Pedro Ramos, District Conservationist.

Meeting called to order at 6:03 with Bill Niccolls, Chair, presiding.

The meeting agenda was reviewed and introductions were made.

Minutes from the March 14, 2001 board meeting were reviewed and Sullivan mentioned that line 78 was unclear to her. Hamilton Lucas will fix wording so it is clearer regarding the fee as it relates to Inter-local agreements.

W (Wallace), S (Sullivan) P a motion to approve the March 14, 2001 minutes as read, subject to line 78 being changed to clarify the fee issue.

John Kerwin from the Washington Conservation Commission was introduced and talked about his report on limiting factors analysis for salmon in King County watersheds. The report was a requirement of a bill passed by the State Legislature, and is meant to cover listed species that are naturally produced and only includes habitat factors. He has reported on Puget Sound rivers from the Nisqually to north of the Snohomish. The results of the study indicate that due to flood control and rerouting of rivers, off stream rearing habitat has been substantially decreased, that dam construction has affected sediment transport, causing rivers to get straighter and deeper, and that the Nisqually has the best natural Large Woody Debris. In Kerwin's opinion, manually placed LWD can be good and bad- it can cause scouring, but adds nutrients to the river. Kerwin left copies of the Habitat Limiting Factors for the Green River, and a CD that includes all the reports that have been completed at this time.

Hamilton Lucas distributed a revised list of monthly expenses for March 2001. Chair Niccolls had a question regarding the expense for the irrigation system at the WPC, which B. Reed answered.

P (Prinsen), W (Wallace) P a motion to approve the March 2001 expenses, check numbers 5849-5913 in the amount of \$72,195.64.

Hamilton Lucas presented the balance sheet as of the end of March and explained that she had added a column with the 12/31/00 balance sheet for comparison purposes.

H (Hansen), W (Wallace) P a motion to accept the March 2001 balance sheet.

Hamilton Lucas presented the Profit and Loss report for March 2001. A discussion ensued over several items, which were clarified by Hamilton Lucas. A decision was made to rename the report the "Budget Report" instead of Profit and Loss. Niccolls suggested "Budget to Actual Comparison". Niccolls also wanted a header across the report stating exactly what the report contained. Hamilton Lucas and Prinsen then suggested the name "Variance Report". Wallace then suggested "Budget Variance Report". Sullivan then suggested "Budget Tracking Report" and this title was agreed upon by all present. The need to analyze the assessment funds budget separate from the grant funds budget was reiterated by Hamilton-Lucas, as the time periods covered by them are not the same as the calendar year, which is what the CD uses for it's fiscal year.

B. Reed then moved the group on to discussion of the current Non-Competitive grant applications. The Grant Approval Committee recommended approval of all the grants presented to them this month, although a re write of one of the grants was suggested by Prinsen to clarify the functions of the position being funded and how the grant supports the Regional Funding Principles. Hansen asked if it wouldn't be appropriate to change the wording in the grant contract, and Sullivan agreed. B. Reed said that the contract refers to the application so it would be better to have the application reworded. Discussion ensued as to how to clarify the application, and B. Reed said that she would contact the grant applicant to remove the first paragraph. Hansen suggested that the eight Central Puget Sound Watershed grant applications be voted on as one block.

P (Prinsen) S (Sullivan) P a motion to approve the Central Puget Sound Watershed Non-Competitive Grant application for eight grants. Hansen abstained.

B. Reed presented the Clyde Hill Non- Competitive Grant application for approval.

W (Wallace) P (Prinsen) P a motion to accept Clyde Hill Non- Competitive Grant Application.

B. Reed presented the Beaux Arts Non- Competitive Grant application for milfoil removal. Hansen asked how much the grant was and B. Reed responded that it was for \$181.00.

P (Prinsen) W (Wallace) P a motion to approve the Beaux Arts Non- Competitive Grant Application.

B. Reed distributed a memo regarding her proposal to work part time at the District during the summer months and take a demotion to Senior Project Specialist so as to be able to take a part time Forest Service job in her field. See exhibit 1 attached. Discussion ensued regarding matters such as how overtime would be handled, workman's comp issues, security issues regarding remote use of the District's computer system (including purchase of a laptop for her use during the summer months), evaluation of the outcome, and succession training at the District. B. Reed stressed that this was an offer for discussion, as she was not sure if she would take the Forest Service job, and that if the Board decided that B. Reed's proposal was not workable, she would remain at the district.

S (Sullivan) H (Hansen) P a motion to approve B. Reed's alternative work schedule and accept provisions of Exhibit 1 as submitted, and to authorize B. Reed to write a job description for the position as proposed.

B. Reed said that she was no longer planning to build a greenhouse (in the budget for \$10,000) and that some of those funds could be used to purchase a laptop for general district use. Prinsen wanted to obtain a quote from our network administrator for the cost of remote logon and an analysis of the security issues involved. Hamilton Lucas suggested that a laptop be leased for B. Reed's use during the summer.

G. Reed gave an update on the bills affecting conservation districts in the Legislature.

Pedro Ramos gave the NRCS report. A dairy field day is planned with the District to discuss phosphorous limits, and the Forest Service auditors were in again to review the Urban Resource Partnership co-coordinator's salary. Results from prior audits of the program are indicating that there will be no recovery for questioned costs from the District, and that the coordinator salary from the Forest Service is not questioned. The only remaining questioned cost is the NRCS portion of the salary, and Ramos said that NRCS would just pay any recovery out of their budget.

Hamilton Lucas mentioned that the Annual Report is due to the Commission on May 15, and an Internal Review needed to be completed by the Board Chair and Secretary/Treasurer before that date. She will arrange a time for the review to occur.

W (Wallace) H (Hansen) P a motion to adjourn at 8:25 PM

Authorized Signature

Date

Summary of Motions

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P (Prinsen), W (Wallace) P a motion to approve the March 2001 expenses, check numbers 5849-5913 in the amount of \$72,195.64.

H (Hansen), W (Wallace) P a motion to accept the March 2001 balance sheet.

P (Prinsen) S (Sullivan) P a motion to approve the Central Puget Sound Watershed Non-Competitive Grant application for eight grants. Hansen abstained.

104 **W (Wallace) P (Prinsen) P a motion to accept Clyde Hill Non- Competitive Grant**
105 **Application.**

106 **P (Prinsen) W (Wallace) P a motion to approve the Beaux Arts Non- Competitive Grant**
107 **Application.**

108 **S (Sullivan) H (Hansen) P a motion to approve B. Reed's alternative work schedule and**
109 **accept provisions of Exhibit 1 as submitted, and to authorize B. Reed to write a job**
110 **description for the position as proposed.**

111 **W (Wallace) H (Hansen) P a motion to adjourn at 8:25 PM**

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113 *Action Items*